

# **YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES**

## **August 19, 2013**

The Board of Commissioners of the County of Yadkin, State of North Carolina, met in Regular Session in the Commissioners' Meeting Room of the Yadkin County Human Services Building located at 217 East Willow Street, Yadkinville, NC on August 19, 2013 at 7:00pm.

### **Present were:**

Chairman Kevin Austin  
Vice Chairman David Moxley  
Commissioner Gilbert Hemric  
Commissioner Marion Welborn  
Commissioner Frank Zachary

**Staff present:** County Attorney, Ed Powell; County Manager, Aaron Church; Deputy County Manager/Finance Officer, Lisa Hughes; and Deputy Clerk to the Board, Tanya Gentry.

**INVOCATION** led by County Manager Aaron Church.

**CALL TO ORDER** by Chairman Austin at 7:00pm.

**PLEDGE OF ALLEGIANCE** led by Chairman Austin.

### **ADJUSTMENTS TO/ADOPTION OF THE AGENDA**

Commissioner Hemric made a motion to adopt the Agenda as presented. Vice Chairman Moxley second.

**Vote: 5/0.**

### **PUBLIC COMMENTS**

There were no public comments. Chairman Austin closed the Public Comments portion at 7:02pm.

### **APPROVAL OF MINUTES**

The August 5, 2013 Regular and Closed Session minutes were reviewed. Commissioner Zachary made a motion to approve both sets of minutes. Commissioner Welborn second.

**Vote: 5/0.**

### **REPORTS/REQUESTS OF THE BOARD**

#### **YVEDDI Presentation**

Brenda Holbrook, of YVEDDI, and Kathy Hennings, of Hennings Construction, addressed the Board. A 5K Walk/Run fundraiser will be held to raise money for the Meals-on-Wheels program. YVEDDI lost funds due to the sequester cuts so they wanted to come up with a way to raise funds on their own. Kathy Hennings has already done a similar fundraiser for the school so she was approached to help YVEDDI with theirs. The funds they raise will be used to feed seniors who are already receiving the service as well as help prevent a waiting list from occurring. There is not a waiting list right now. Anyone wishing to sponsor the fundraiser or donate items such as water or fruit can contact Kathy Hennings or Brenda Holbrook. Brenda Holbrook also announced that she will be retiring at the end of December.

### **CONSENT AGENDA**

Commissioner Welborn made a motion to approve the Consent Agenda items as presented.

Commissioner Hemric second.

**Vote: 5/0.**

The Consent Agenda items that were approved by the Board are as follows:

### **Home & Community Care Block Grant (HCCBG) Agreement and County Funding Plan**

The agreement with the Piedmont Triad Regional Council Area Agency on Aging allows the County to receive HCCBG grant funding to be used to provide services to older adults. The County then contracts with others to provide those services. The County Funding Plan shows the amount of funds that are being received and how they are divided up. The Aging Planning Committee has approved the agreement and funding. The Board of Commissioners approved the HCCBG agreement and the County Funding Plan.

### **New Horizons Agreement for HCCBG Services**

The agreement with New Horizons is for them to provide senior citizens with HCCBG in-home aide services. The grant funds New Horizons receives will be disbursed directly to them. The Aging Planning Committee has approved the agreement. The Board of Commissioners approved the New Horizons agreement.

### **YVEDDI Agreement for HCCBG Services**

The agreement with YVEDDI is for them to provide senior citizens with HCCBG services related to transportation and meals. YVEDDI will also use some of the funds to operate Senior Centers. The grant funds YVEDDI receives will be disbursed directly to them. The Aging Planning Committee has approved the agreement. The Board of Commissioners approved the YVEDDI agreement.

### **Certification of Completion & Final Cost for the SFR-2010 Project**

The County received a grant from the North Carolina Housing Finance Agency in 2010 for housing rehabilitation. The County has completed three of the four housing projects chosen for the grant. The other home owner chose to drop out of the program. The Certification of Completion and Final Cost report has been filled out and needs the Board's approval. The Board approved the report and authorized the County Manager to sign it.

### **Adopt Resolution to Add Old Benbow Road to the State Maintained Secondary Road System**

The Board has been asked to adopt a resolution requesting the Division of Highways review Old Benbow Road and consider adding it to the State Maintained Secondary Road System if it meets the Division's established standards and criteria. The Board adopted the resolution.

### **PUBLIC HEARING/ACTION TO SET PUBLIC HEARING**

#### **Set a Public Hearing for Close-Out of the 2010 Economic Recovery CDBG Grant Project**

Mike Poston addressed the Board to request a public hearing for September 16, 2013. The County is working with Benchmark and the Department of Commerce to close-out the 2010 Economic Recovery CDBG grant. The Division of Community Assistance has conducted their close-out monitoring visit. A public hearing is required before the project can be closed out. **Commissioner Zachary made a motion to set a public hearing for 7:00pm on September 16, 2013 on the close-out of the 2010 Economic Recovery CDBG project # 10-C-2160. Vice Chairman Moxley second.**

**Vote: 5/0.**

### **BOARD ACTION**

#### **Adopt Proposed Financial Policies**

County Manager Church and Lisa Hughes addressed the Board. Finance has been doing a really good job over the last couple of years. The audit that is being finished up now only has one finding and that finding is because the County does not prepare all of its own financial statements. A firm is hired to prepare the statements because Finance has not able to do them. The current staff is working towards being able to prepare the statements in-house. It is not unusual for small counties like Yadkin to have several findings so it is great that we have only one. Lisa Hughes has prepared Financial Policies for the Board to consider. The Policies will offer framework and guidance to the staff when dealing with Capital Improvement funds, Debt, and Reserve Funds. The Policies would also provide guidance in budget development and cash management/investment. There are some blanks in the Policies that were left for the Board to fill in and some underlined percentages for the Board to consider whether or not to change. The Board discussed it. After the Board receives the audit report from Martin & Starnes they will consider the Policies. They would like to be able to compare the current percentages based off the audit report to the proposed percentages in the Policies. The audit report comparison will also help them with the blanks that need to be filled in.

**Approve Budget Amendment for HSA/Medical Clinic**

The grant funds the County receives from the Susan G. Komen Foundation can only be spent for breast and cervical cancer prevention and treatment. The County did not spend all of the FY2013 funds. Since those funds cannot be used for any other purpose, the Medical Clinic requested that the funds remaining from FY2013 be carried forward into FY2014. The following budget amendment would be needed to re-appropriate the funds:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	1,623,417	12,921	1,636,338
Susan G. Komen Grant Expend.	1055151-51702	12,000	12,921	24,921

**Commissioner Welborn made a motion to approve the HSA/Medical Clinic Budget Amendment as presented. Commissioner Hemric second.**

**Vote: 5/0.**

**CALENDAR NOTES**

- 1) August 22-25, 2013 – NCACC Annual Conference in Greensboro, NC.
- 2) September 2, 2013 – County Offices Closed Monday for Labor Day Holiday.
- 3) September 3, 2013 – 9:00am Tuesday Board of Commissioners Meeting.

**MANAGER'S REPORTS/BOARD ACTION****Jail Update**

The jail is very near completion so it will be up and running soon. Everything is coming together. There have been a small number of change orders so far. The Board mentioned they would like to see an open house be done so that people could tour the new jail.

**MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED****Information Inc Contracts**

Human Services has agreements with Information Inc. to provide hosting and maintenance services for their NCDSS Days Sheets application.

**Delve Interiors Contract**

Delve Interiors provided assistance with office furniture installation for Human Services.

**Total Woman Care Contract**

Total Woman Care will provide medical services for female patients that were referred to them by the Yadkin County Health Department.

**Kelly Business Machines Contracts**

The Sheriff's Office and CID Office have contracts with Kelly Business Machines to provide them with printer/copier services.

**Time Systems Contract**

The Register of Deeds Office has a maintenance agreement with Time Systems to maintain their Time Systems equipment.

**American Payment Centers Contract**

American Payment Centers will maintain the stainless steel security cabinetry located at the Courthouse. This cabinet is used to receive payments for the Tax Office.

**BOARD VACANCIES/APPOINTMENTS****Community Child Protection Team/Child Fatality Team**

There is one vacancy that needs to be filled by a parent of a child who died before their 18<sup>th</sup> birthday.

**Joint Nursing Home and Adult Care Home Community Advisory Committee**

There is a vacancy on the Committee.

### Alternate on the Board of Adjustment

There is a vacancy for an alternate on the Board of Adjustment.

### **COMMISSIONER COMMENTS**

Vice Chairman Moxley thanked everyone for coming out tonight. He thanked Rex Baity, Eddie Wooten Bradley Hardy and the group with him for coming. He expressed his regards to County Manager Church on the passing of his father. He has had several people ask him if there would be an open house when the jail is complete. He thinks having an open house would be a good event and he looks forward to getting the date set for it. The County wants to get the jail open as soon as possible. Having the new jail addition open will save money because Yadkin County will not have to pay other counties to house so many of our inmates.

Commissioner Hemric thanked everyone for coming tonight. He appreciated Brenda Holbrook and Kathy Hennings coming and presenting information on the Meals-on-Wheels fundraiser. He thanked Lisa Hughes and all the Finance staff for keeping the County on track. They have done a real good job the last couple of years.

Commissioner Welborn thanked everyone for coming out. He is looking forward to having the new jail open. It has taken approximately 2.5 years to get this far.

Commissioner Zachary thanked everybody for coming out. This has been another good meeting. He thanked Lisa Hughes and the staff for the good work they do every day. He thinks Yadkin County has the best staff around. He was excited to hear about the Meals-on-Wheels fundraiser. He thinks it will be a big success. There is a lot of energy going into it to push it along.


Chairman Austin seconded the sentiments on the County's staff and the fine job they all do for their departments. The County's staff is among the best and has been doing a great job. He appreciated Brenda Holbrook and Kathy Hennings coming and presenting information tonight. It is exciting to hear that Yadkin County does not have a waiting list right now for Meals-on-Wheels. He thinks that is because Yadkin County does such a fine job of taking care of its own. It was disappointing to hear that other counties in our region do have waiting lists. He has a soft spot for Meal-on-Wheels. It was a big help to his wife's family and he believes that all the citizen's benefit from it one way or another. He encouraged everyone that can to support the 5K Meals-on-Wheels fundraiser.

**Chairman Austin made a motion to go into Closed Session pursuant to NCGS 143-318.11(a) (1)(3)(4)(5)(6) to discuss Personnel Matters and to Protect Personnel Information that is Confidential under NCGS 153A-98, and to discuss the potential Location or Expansion of Industries or other Businesses in the County, to Establish the County's Negotiating Position for Acquiring Real Property and to Instruct the County Staff on that Position, and to have a Privileged Consultation with our County Attorney. Commissioner Zachary second.**

**Vote: 5/0.**

After a motion to come out of Closed Session was made and the Board was in **Open Session**, **Commissioner Zachary made a motion to adjourn. Commissioner Welborn second.**

**Vote: 5/0.**

  
Prepared by Tanya Gentry  
Deputy Clerk to the Board

9/3/13  
Date approved by the  
Yadkin County Board of Commissioners

  
Kevin Austin, Chairman  
Yadkin County Board of Commissioners